



# STUDENT LIFE TRAVEL PACKAGE

## Padrón Campus

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Club/Organization Name

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Event/Travel

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Date(s)

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Location

**Clubs & Organizations OR Conferences Funded by Student Life**

Signature Pathway

Student Life Director (Room 6018)

**Dean of Faculty\*** (Room 1308)

\*If chaperone reports to Academic Affairs i.e., Club Advisor

**Dean of Students** (Room 1308)

**Senior Director of Campus Administration** (Room 6153)

**Campus President** (Room 6153)

*\*Please return completed packet to Student Life\**

Please check once signed. Thank you.

**Package Content**

Request for Leave of Absence and Reimbursement Form (P-2)

Travel Advance and Expenses for Student Services Monies Form (T-form)

Student Life Packet with Meal Money Form & Agreement for Off-Campus College Activity

Attachments: Reservations (Lodging, Transportation), Agenda, Registration etc.